

Assistant Fire Chief Application Supplemental Questions

The application process for the Assistant Fire Chief position requires applicants to submit responses to these questions in order to be considered for the position. The selection team will utilize this information to evaluate your professional and personal work experiences and qualifications for the position.

All responses to these questions should be typewritten and submitted with your completed City of Wilmington application. Responses to the questions should focus on your personal and actual work experience and does not require you to research information to respond to the questions.

1. Describe what you see as an objective promotional process for the ranks of Fire Engineer, Fire Lieutenant, Fire Captain and Fire Battalion Chief.
2. Describe your role and involvement in the development of a Fire division/department budget. What has been your responsibility for implementing, controlling and monitoring the budget? What was your accountability for any variances to the budget? Describe how you addressed budget variances?
3. Describe your involvement in developing and implementing policies and procedures for a Fire Department. How did you achieve buy-in from employees on these policies? Describe a situation where you deviated from the policy and why? What was the consequence, if any?
4. Describe your involvement in developing a strategic plan for your department/organization and how it supported organizational goals. What do you consider a successful outcome and why?
5. How have you ensured that the assets under your control (building, equipment and personal protective equipment-PPE) are inspected, maintained and refurbished to meet operational and safety standards keeping budgetary constraints in the forefront?
6. What personal contribution have you made to a comprehensive training program?